

EXAMPLE LETTER OF AUTHORIZATION
MUST BE COMPLETED ON APPLICANT'S LETTERHEAD

Date

Sarah Thomas, Board Chair
ABC Community Violence Intervention and Prevention Services
City, OR 90000

CVSSD Fund Coordinator
Oregon Department of Justice
Crime Victim and Survivor Services Division
1162 Court Street NE
Salem, OR 97301

Dear CVSSD Fund Coordinator:

This letter is to inform you that, on behalf of the Board of Directors for ABC Community Violence Intervention and Prevention Services, Alex Smith, Executive Director, is hereby given authority to sign 2023-24 Community Violence Intervention and Prevention Application award documents and reporting forms on behalf of ABC Community Violence Intervention and Prevention Services for the award period of 2023-2024.

Please contact me should you have questions or require additional information.

Sincerely,

Sarah Thomas, Board Chair